



Erosion and Sediment Control Plan Review Checklist

Project Name: _____ Engineer/Phone No. _____

Sediment Control Permit No : _____

SWM File No.: _____ Assigned/Phone No. _____

Plan Type: _____

Legend:

INC Incomplete/Incorrect
N/A Not Applicable
SC Sediment Control
SWM Stormwater Management
FPDP Floodplain District Permit
DA Drainage Area
SPA Special Protection Area

Submittal Date

Review Date

Initial

Design Acceptable

Date

These checklists have been designed to provide specific instruction to engineers. All items are expected to be addressed in the first submittal. Failure to do so will result in less than a full first review. If any items marked with an asterisk (*) are not addressed, no further review of the first submittal will be made. The plan will be returned to the engineer for completion and will have to be resubmitted for a new first review. (Review fees already paid will be credited).

TO THE ENGINEER:

Your submission for plan approval has been reviewed. The review was made per the following checklists. **Please return the checklist and plan comment sheets with your resubmittal.** If you do not address a checklist item, including comments on the sediment control plan sheets, explain your reasoning in your transmittal letter.

SUPPORTING INFORMATION

* _____ Transmittal **specifically** explaining the purpose of the submission.

_____ Completed Sediment Control/Stormwater Management Design Plan Information Form (IF-1).

* _____ Stormwater Management Requirements: MCDPS concept approval letter on plan.

* _____ Copy of the storm drain plans to be used by the storm drain contractor, to check consistency with the sediment control and stormwater management plans.

SEDIMENT CONTROL PLAN

_____	_____	_____	Scale (1" = 50' maximum), north arrow.
* _____	_____	_____	Existing and proposed topography (2' contour intervals maximum).
_____	_____	_____	No permanent cut or fill slope with gradient steeper than 3:1 is permitted in lawn maintenance areas or on private lots. A slope gradient of up to 2:1 is permitted in low maintenance areas provided that those areas are indicated on the SC plan and specific low-maintenance ground cover is called for.
_____	_____	_____	Composite sheet for plans covering two or more separate sheets, showing schematic SC.
_____	_____	_____	Title Block: Legal subdivision and common name with lots/blocks, parcels, liber/folio, or other legal references; station numbers for road projects; indicate grading only or streets only , as applicable. Include Standard Rough Grading Notes if applicable.
_____	_____	_____	3" x 10" MCDPS Approval Block in the lower right-hand corner of all sheets.
_____	_____	_____	Owner/Permit Applicant name, address, phone number, and contact person on first sheet.
_____	_____	_____	Vicinity map with site outlined (1:2,000 scale) on first sheet.
_____	_____	_____	All sheets of final SC package numbered consecutively: Sheet # ____ of # ____.
_____	_____	_____	Sealed by P.E., L.S., or architect on the first page of the plans, with date and signature.
_____	_____	_____	Property lines and owner/legal description for adjacent properties.
_____	_____	_____	Match lines corresponding sheet to sheet.
_____	_____	_____	Certifications: Owner/Developer; Design; Cut/Fill/Disturbed Area. Include Stormwater Management Maintenance certification as appropriate. Plan revisions which increase the disturbed area require an updated Cut/Fill/Disturbed Area certification.
_____	_____	_____	Disturbed area outlined and labeled. All SC devices must be shown within the disturbed limits.
_____	_____	_____	Existing and proposed tree lines or individual trees labeled on all SC plan view sheets. Show Forest Conservation Easement and tree save areas per the approved Forest Conservation plan.
* _____	_____	_____	Existing and proposed drainage divides on SC plan view sheets.
_____	_____	_____	Offsite drainage area (acres) entering site on SC plan view sheets.
_____	_____	_____	Show and label existing and proposed improvements (utilities, streets, buildings, etc.) on SC plan view.
_____	_____	_____	Any designated wetlands (including 25-foot buffer) delineated on the SC plan view sheets.
_____	_____	_____	Copy of approved State Wetlands permit.
_____	_____	_____	100-year floodplain and 25-foot BRL delineated on SC plan view sheets for any drainage way with >30 acre drainage area. No disturbance or structures permitted in this floodplain without MCDPS Floodplain District Permit (FPDP).
_____	_____	_____	Approved MCDPS Floodplain District Permit, if applicable. Also if applicable, need State Waterway Construction Permit prior to FPDP issuance. NOTE: SC plans may be approved, but no permit will be issued until FPDP is issued.
_____	_____	_____	"Related Required Permits" table completed and placed on the first SC plan sheet.
_____	_____	_____	Label all SC devices.

_____	_____	_____	Sediment trap(s): need safety fence; inflow point protection (PSD's required for drainage areas >3 acres), proper outlet location (maximizing flow length from inflow points); dewatering as necessary (include MCDPS dewatering device detail); and baffles (required for drainage areas >3 acres: include MCDPS baffle detail). Provide trap data information on the SC plan sheet as follows: trap type; existing DA; developed DA; storage required; storage provided; weir crest elevation; storage depth; bottom dimensions; cleanout elevation; channel depth of flow; maximum sideslopes (specify cut and/or fill); bottom elevation; embankment elevation; riser dimensions; barrel dimensions. Pipe outlet traps require separate dewatering device. Stone Outlet Sediment Traps (ST-II, ST-IV) are not allowed in Montgomery County.
_____	_____	_____	Sediment basin(s): include sediment basin design and construction information as required by "Maryland State Standards and Specifications"; Low Hazard Class assured; barrel outfall cross-section; MCDPS CMP band and dewatering device detail; inflow point protection; safety fence. Show baffles as necessary. Show and address construction access and stockpiling on the SC plan and address sediment control during basin installation. Limit initial disturbance to installation of the principle spillway. If there is a baseflow, provide a clean water diversion; if there is no base flow, provide diversion dikes above the disturbed area.
_____	_____	_____	No SC devices are to be located within 20 feet of building foundations.
_____	_____	_____	Protection of interior tree save and undisturbed areas shown on plans.
_____	_____	_____	Temporary storm drain diversion: detail in Sequence of Construction, show profile, give invert elevations of temporary pipe into trap on plan view, profile, and details; and show the diversion on the storm drain plan.
*	_____	_____	Sequence of Construction: use MCDPS Standard Sequence [Forest Conservation Law (FCL) and Non-FCL] and expand to fit the specific needs of each site.
_____	_____	_____	Standard Sediment Control Notes including MISS UTILITY note.
_____	_____	_____	Standard details for SC devices.
_____	_____	_____	Offsite grading requires documentation of permission from owner (letter of permission on plan or recorded grading easement document submitted).
_____	_____	_____	Any work on MNCPPC property must have Parks Engineer approval.
_____	_____	_____	Adequate access, staging, and stockpile areas shown on the plan with appropriate sediment control for each.
_____	_____	_____	Note on first plan sheet that "All disturbed areas must be topsoiled per the Montgomery County "Standards and Specifications for Topsoil". Specifications must be on the plans.

STORM DRAIN SYSTEM (Show items on SC plan).

_____	_____	_____	Plan view of storm drain system with topography to 100-feet below each outfall, showing dimensions, Q_{10} , V_{10} , d_{50} , and MSHA class.
_____	_____	_____	All outfalls must release runoff to an existing system, adequate receiving channel, or slope $\leq 2\%$. Provide profiles of outfalls showing rip-rap slope, length, d_{50} , MSHA class, and V_{10} at pipe outfall.
_____	_____	_____	Provide outfall cross-section detail(s) with the following information specific to each outfall: shape conforming to receiving channel; outfall dimensions, rip-rap size (d_{50}) and MSHA class; embedded depth ($2.0 \times d_{50}$); and filter cloth underneath.

CHANGE OF OWNERSHIP

- ____ ____ ____ Sediment control maintenance agreement completed and a copy placed on the SC plan.
- ____ ____ ____ All areas pertaining to new ownership clearly identified on plan.
- ____ ____ ____ Title blocks reflect revised legal description.

MISCELLANEOUS

- ____ ____ ____ Safe conveyance to previously approved central/regional facility, if applicable.
- ____ ____ ____ Site in conformance with preliminary plan and/or site plan requirements and forest conservation plan.
Copy of approved preliminary plan, site plan with opinion, and forest conservation plan or exemption letter must be received prior to plan approval.
- ____ ____ ____ Stormwater management waiver fee: Submit a plan showing the waived area(s), and give the percent impervious and total waiver area in acres (if not using pre-set fees for single family zones).
- ____ ____ ____ For SPA sites, monitoring fee paid. NOTE: Fee must be paid prior to plan approval.
- ____ ____ ____ For SPA sites, place a copy of the SPA notice on the first plan sheet.
- ____ ____ ____ For SPA sites, place a copy of the monitoring requirements on the plans.